

## Timetable for Periodic Evaluation of Lecturers - 2019/20 AY

	Notification of Review/ Call for FAR	FAR Due (If applicable)	File Access**	Chair/Dept Comm. Eval Due	College Dean/College Eval Comm. Due
AP notifies faculty who are scheduled to be reviewed					
Full-time Lecturers - 1 yr apt	Feb. 3	Apr. 6	Apr. 13	May 29	N/A
Full-time Lecturers eligible for an initial 3 year apt OR a subsequent 3 year apt	Feb. 3	Apr. 6	Apr. 13	May 18	Jun 5
Department/ college notifies faculty who are scheduled to be reviewed If applicable (based on department)					
Part-time Lecturers eligible for an initial 3 year apt OR a subsequent 3 year apt	Feb. 3	Apr. 6	Apr. 13	May 18	Jun 5
<b>All other PT Lecturers If applicable*</b>	Department/ college notifies faculty who are scheduled to be reviewed If applicable (based on department)				
Part-time Lecturers	Feb. 3	Apr. 6	Apr. 13	May 29	N/A

\*\* This date shall serve as the specific deadline date at which time the Working Personnel Action File is declared complete per CBA 15.12b

\* A lecturer with a one quarter appointment will be evaluated at the discretion of the department chair, appropriate administrator or equivalent. (15.25)

\* A lecturer with a one year appointment will be evaluated in accordance with the periodic evaluation process. (15.24)

\* A lecturer with a three year appointment will be evaluated in the third year of the appointment (15.29)

\* A lecturer eligible for a three year appointment will be evaluated in the academic year preceding the issuance of the three year appointment. (15.28)

Evaluation Rebuttal Timeline per CBA 15.5: A faculty member may submit a response/rebuttal in writing and/or request a meeting to discuss the recommendation within (10) days after receiving the recommendation.

Revised: 6/6/19 (rt)